

OKLAHOMA CIRCUIT ENGINEERING DISTRICT #6

Regular Board Meeting

DATE: March 16, 2023
 TIME: 10:00 A.M.
 PLACE: Stephens County Fairgrounds
 2002 S. 13th St.
 Duncan, OK 73533

CADDO	Jeff Boren
CARTER	Berry Lee-Brinkman
COMANCHE	John O'Brien
COTTON	Ricky Vardell
GRADY	Kirk Painter
JEFFERSON	Ty Phillips
LOVE	Stacy Rushing
MURRAY	Kent McKinley
STEPHENS	Russell Morgan

MEETING MINUTES

1. Call to order.
Phillips called the meeting to order at 10:00am.
2. Roll Call.
Caddo-Jeff Boren, Carter-Berry Lee-Brinkman, Comanche-John O'Brien, Cotton-Ricky Vardell, Grady-Kirk Painter, Jefferson-Ty Phillips, Love-Stacy Rushing, Murray-Kent McKinley, Stephens-Russell Morgan.
3. Introduction of guests.
4. Reading/Correction/Approval of the minutes of the February 16, 2023 meeting.
Motion to approve the minutes of the February 16, 2023 meeting made by Boren. Second by Lee-Brinkman. Remainder all ayes.
5. Executive Session for the purpose of discussing the following. Pursuant to 25 O.S. §307 B.1, discussion regarding the employment, hiring, appointment, promotion, demotion, disciplining or resignation of the Program Manager for Circuit Engineering District 6.
 - Action regarding entering Executive Session.
 - (Public invited back into room). Action regarding reconvening into Open Session. Motion to enter executive session made by Boren. Second by Lee-Brinkman. Remainder all ayes.
Motion to reconvene made by Painter. Second by O'Brien. Remainder all ayes.
6. Action regarding the employment, hiring, appointment, promotion, demotion, disciplining or resignation of the Program Manager for Circuit Engineering District.
Motion for no action made by O'Brien. Second by Painter. Remainder all ayes.
7. Discussion and possible action on Treasurer's Report (Balance \$483,212.42, bank statement, letter of credit).
Motion to approve the Treasurer's Report with a balance of \$483,212.42 made by Morgan. Second by Painter. Remainder all ayes.

8. Discussion and possible action on claims. Motion to approve claims as listed made by Boren. Second by Rushing. Remainder all ayes.

Payable To	Amount	For	Check #
Stephen's Oil	\$116.72	Fuel CED 6 Vehicle	3837
Snak Shak	\$19.32	Fuel CED 6 Vehicle	3848
Jayna Johnson	\$550.00	CED 6 Financials	3847
Bentley	\$800.00	ODOT ProjectWise Renewal	3841
OK Office of State Auditor & Inspector	\$8,000.00	CED 6 FY 2021 Audit	3840
Carole Scott	\$480.00	CED 6 Lunch	3842
CEC	\$630.00	Beam Inspections-I-35 Murray County	3843
OPERS	\$1,613.73	Shelly Moody Retirement	3844
OPEH&W	\$740.10	Shelly Moody Insurance	3845
Shelly Moody	\$538.00	Payroll (Pay raise back dated from 1-1 to 3-15)	3846
ACCO	\$35.00	Spring Conference	3833
Shelly Moody	\$2,438.70 (2X)	Payroll, Time Sheet, & Sick Leave	ACH
Shelly Moody	\$247.66	Reimbursement-Monthly office expenses \$70.95 (iCloud, DropBox, Adobe Pro, Verizon, Microsoft Office 365, HP Ink), PikePass-\$25.85, Jiffy Lube-\$96.87, Office Depot-\$53.99	3839

9. Discussion and possible action on 5-Year CIRB plan and updates on projects. Shelly Moody gave updates on projects and 5-Year Plan.
10. Discussion and possible action on Electronic Funds Debit Authorization (CED 6 Manager Direct Deposit). Motion to approve new Electronic Funds Debit Authorization made by Phillips. Second by Boren. Remainder all ayes.
11. Discussion and possible action on ETR applications. Motion to approve ETR application for Caddo County in the amount of \$420,000.00 made by Rushing. Second by O'Brien. Remainder all ayes.
12. Discussion and possible action on ETR renewals. No action.
13. Discussion on ACCO Board Report. Bohot gave quick update. Next meeting at conference.
14. Discussion on SIG & SIF Board Report. No update. Claims emailed.
15. Discussion on CAB Board Report. No update.
16. Discussion and possible action on transportation and legislative issues. Bohot and Robinson gave updates. Elk City auction was highest gross to date. OCCEDB & ACCO meetings moved to ACCO Conference April 6. Moody gave update that CED engaged in FY 2022 Audit and updated how New Commissioner Training went.
17. Discussion and possible action on next meeting date of April 20, 2023.

Motion to approve the next meeting date of April 20, 2023 made by Phillips. Second by Boren.
Remainder all ayes.

18. New Business.

19. Adjournment.

Motion to adjourn made by Morgan. Second by Painter. Remainder all ayes.